

Club Name: \_\_\_\_\_ Date: \_\_\_\_\_

Type of Club: (Please circle one) Community - Home School - After School - Military

**4-H Club Charter Application**

Applications should be completed and returned to county 4-H staff to receive updated charter status. Clubs applying for initial charter need to complete questions #1-6 only. Clubs applying for annual renewal complete questions #1-7 while clubs seeking Emerald Seal status must complete the entire form.



Please indicate application status: Initial \_\_\_\_\_ Re-charter \_\_\_\_\_ Re-charter w/ Emerald Seal \_\_\_\_\_

1. Day and time club meets: \_\_\_\_\_

2. Location of club meetings: \_\_\_\_\_

3. Club Leader(s): \_\_\_\_\_

4. Club contact information: \_\_\_\_\_

5. Slate of Officers: (5-8 year olds exempt)

President \_\_\_\_\_ Vice- President \_\_\_\_\_

Secretary \_\_\_\_\_ Treasurer\* \_\_\_\_\_

Other\* \_\_\_\_\_ (\*optional)

6. Plan of work for first 6 meetings (Use attached calendar of events)

**7. Charter renewal**

Clubs are required to re-charter on an annual basis in order to remain a 4-H club and continue to use the 4-H logo and emblem. Once clubs have submitted and completed requirements, clubs will receive the Gold Seal on original charter.

County 4-H staff and volunteer leaders must initial the following requirements for charter renewal. List activities where appropriate.

**Leader**    **Staff**

\_\_\_\_\_    \_\_\_\_\_ The club held regular meetings

\_\_\_\_\_    \_\_\_\_\_ List of club officers are on file with the County Cooperative Extension Office. Officers have been either elected or rotated into office.

\_\_\_\_\_    \_\_\_\_\_ Enrollment forms have been updated and submitted to county Cooperative Extension Office

\_\_\_\_\_    \_\_\_\_\_ Annual financial report has been submitted to County Cooperative Extension Office (if appropriate)\*

\_\_\_\_\_    \_\_\_\_\_ The club completed at least one community service project during the year. Please list the number of youth who participated, the activity, location, and date in space provided.

\_\_\_\_\_

\_\_\_\_\_    \_\_\_\_\_ Club leader has attended a minimum of **two** 4-H volunteer trainings during the calendar year. Please list training, location, and date in space provided.

\_\_\_\_\_

\_\_\_\_\_

Club Name: \_\_\_\_\_ Date: \_\_\_\_\_

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**Emerald Seal Requirements:**

Agents and volunteer leaders must initial the following requirements for charter renewal. List activities where appropriate.

Leader    Staff

\_\_\_\_\_    \_\_\_\_\_ 50% of enrolled club youth have been engaged in 4-H Life Skills development opportunities such as local/district/state/national activities, project records, presentations, or 4-H camp. Please list the name of youth and the activity(s) completed in the space provided. Use a separate sheet if needed.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_    \_\_\_\_\_ The 4-H Club has completed a minimum of one citizenship activity. Please list the number of participants, activity, date, and location.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_    \_\_\_\_\_ Club youth have participated in an annual achievement activity.

\_\_\_\_\_    \_\_\_\_\_ The club completed at least two community service project during the year. Please list the number of participants, the activity, location, and date in space provided. *\*Please note, only the second activity needs to be listed in the space provided as the first project should be listed under renewal requirements.*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



**For office use only**  
Date received: \_\_\_\_\_  
Date entered: \_\_\_\_\_

**NC STATE UNIVERSITY**

Revised 1/2006

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